

**EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**THURSDAY, SEPTEMBER 26TH, 2024 (6PM) Meeting Room & via Zoom**

**1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM**

Meeting was called to order at: 6:04 pm

**Board Members present**

Craig Nicholson - President  
Joe Mora - Vice President  
Christine Hall - Treasurer  
Colin Smith - Member-at-Large

**Managers & Employees present:**

Bob Bartlein of Bartlein  
James Nguyen of Bartlein  
Julia Ambat, Scribe

**Homeowners present:**

Cathy Leyva #369  
Bruce Trowbridge #364  
Mark Umemoto #324

Lois Cunningham #246  
Jim Dewey #339

**2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE –**

Open Forum (unless it's an emergency, it'll be put on next month's agenda); Bd to consider request & possibly vote. Each unit has about 3 minutes to address their concern to the Board.

Cathy Leyva #369: Thanked the board for their time doing these voluntary positions and emphasized maintaining a respectful, professional atmosphere in meetings.

Bruce Trowbridge #364: to be discussed in executive session.

Chris Hall #351: Requested new agenda items be added at the end of meetings and asked to adhere to the 15-minute limit per agenda item.

**3. APPROVAL OF PRIOR MEETING MINUTES (9/12/24 )**

a. Regular Session.

Chris moved a motion to table the approval of prior meetings until the October board meeting. Craig seconded. This was unanimously approved.

b. Executive Session Summary (payment plan, proposed fine)  
Discussion tabled.

**4. TREASURER, OFFICERS & COMMITTEES**

a. Landscape recommendations & proposals – tree work & replacement; weed control  
Nothing to report. .

b. Committees (Grounds, EV, Architectural, Website, Solar, Events, etc.)  
Nothing to report.

c. Caretaker or pool report  
Caretaker Jim Dewery requested approval to activate the new work order system, which has different access levels for owners and administrators. Jim will handle responses or delegate them to James or Joe. Chris moved to approve, contingent on Colin and Jim ensuring the website functions properly. Colin seconded. Motion unanimously approved. Target date: October 1st.



Current General Liability and Property Insurance is not being renewed. New policy premiums are expected to increase significantly. Final numbers will be available by mid-October and submitted with an updated budget.

**5. OLD BUSINESS (Board to consider, review and possibly vote on...)**

a. 7626 rebuild & ins. claim: Rec'd \$457,742.38; Per Don, rebuild complete, final billing rec'd \$88,656.90  
The HOA received \$457,742.38, and the rebuild is complete. The final billing of \$88,656.90 was received. There is a cost overrun of \$18,194.06 beyond the insurance payout, and a request will be submitted for the additional funds.

Craig moved to approve the five remaining invoices from Beachside totaling \$88,656.90. Joe seconded. The motion was unanimously approved.

Colin moved to approve borrowing \$18,194.06 from the reserves to cover the overage. Joe seconded. The motion was unanimously approved.

b. Approval and/or ratification of proposals & invoices

A reimbursement request from Unit 229 was submitted for repair costs. Bob recommended submitting all invoices from Unit 229 to the insurance for review, but after the HOA's request for supplemental funds was resolved, and agreed the HOA could document which ones had been reimbursed already. Chris moved to adopt Bob's recommendation. Joe seconded. The motion was unanimously approved.

Joe moved to approve the payment of Affordable Paint's invoice for \$2,116.89. Colin seconded. The motion was unanimously approved.

Craig moved to approve payment of Enviroscaping's invoice for \$11,216. Chris seconded. The motion was unanimously approved, with Joe abstaining. Chris moved to transfer the funds for both invoices from reserves. Craig seconded. The motion was unanimously approved.

c. Updating the gov docs: Revised survey results; atty's input & ballot

In the light of the survey results and previous approved text for the 2nd-draft Restated CC&Rs, Craig's proposed amendment and changes to the governing documents were discussed, with a focus on gas line maintenance responsibility. Joe moved to resend the survey regarding gas line responsibility to get broader homeowner feedback. Chris seconded. The motion passed with Joe, Craig, and Chris in favor, and Colin opposed. The survey will be sent out by October 1st, with a deadline of October 31st.

The meeting adjourned to executive session at 7:53pm.

d. Corporate Transparency Act  
Discussion tabled.

e. Release for insurance deductible #364; billing, deadline for payment  
To be discussed under executive session.

f. Repairs: roof; dryrot; painting; gutter cleaning;  
Discussion tabled.

g. 7636 window replacement (259, 260, 359, 360); Int painting; Proposed change in policy – retrofit or insert-style windows no longer permitted (proposed policy sent 8/21/24); notification of maintenance?  
Discussion tabled.

h. Towing vehicles & emailing notifications  
Discussion tabled.

i. Power wash buildings delayed until dry rot is repair  
Discussion tabled.

j. Gas lines identification projects – installing tags on each line (Jim Dewey);  
Discussion tabled.

k. Repairs & bids: DG paths; V-Ditch; Sidewalk; (if any)



Discussion tabled.

l. Consolidated Overhead upgrades to gates, gym & pool access control  
Discussion tabled.

m. Pool facilities & sauna; other related issues; handicap seating;  
Discussion tabled.

n. Signs: Address, pathways, directional, speed limit, no trespassing, pool area  
Discussion tabled.

o. EV charging stations  
Discussion tabled.

p. Inspection of elevated walkways & balconies – by Focused Group  
Discussion tabled.

q. Pedestrian pathway improvements mailbox kiosk across from 7632  
Discussion tabled.

r. Fire safety – quote for radios / walkie-talkie; Air table.  
Discussion tabled.

**6. NEW BUSINESS (Board to consider, review and possibly vote on...)**

a. Charges for gate clickers & access cards (currently \$40 & \$10, respectively)  
Discussion tabled.

b. Replacement of stair treads & brackets  
Discussion tabled.

c. Rekeying common doors  
Discussion tabled.

d. Other items to be put on next month's agenda (Draft of proposed budget)  
Discussion tabled.

**7. EXECUTIVE SESSION**

If needed: (Executive Session may only be used to discuss litigation, contracts with 3<sup>rd</sup> parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member); levying fine

- Late payers through end of last month (balances of \$500 or more):
- Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

**8. ADJOURNMENT at 8:00pm (Scheduled meeting 10/10/24 @ 6PM IN PERSON & via Zoom)**

**Prepared By: Julia Ambat (Scribe) 9/27/24**

